

## CHARTER FOR THE DEFENSE SCIENCE BOARD

### I. OFFICIAL DESIGNATION

#### **Defense Science Board**

### II. OBJECTIVES AND SCOPE

The Defense Science Board (DSB), composed of members designated from civilian life by the Under Secretary of Defense (Acquisition, Technology and Logistics), advises the Secretary of Defense, the Deputy Secretary of Defense, the Under Secretary of Defense for Acquisition, Technology and Logistics, and the Chairman of the Joint Chiefs of Staff on scientific, technical, manufacturing, acquisition process, and other matters of special interest to the Department of Defense.

### III. MEMBERS AND COMMITTEE OFFICERS

A. Board membership shall consist of approximately 35 members and approximately six Senior Fellow members. Senior Fellow status shall normally be reserved for past DSB Chairmen, Vice Chairmen and/or otherwise long serving members who continue to actively participate in DSB deliberations. In addition, the Chairmen of the six public advisory bodies listed below shall be designated Ex-Officio members of the Board. Consultants with special expertise may also be designated to assist the Board on an ad hoc, temporary basis as may be necessary to carry out the responsibilities of the Board. All of the above individuals must be appointed OSD consultants and serve as Special Government Employees of the Department of Defense.

B. The Secretary of Defense shall appoint the Chairman of the Board upon the recommendation of the Under Secretary of Defense (Acquisition, Technology and Logistics). The Under Secretary of Defense (Acquisition, Technology and Logistics) shall appoint the Vice Chairman and all other members of the Board upon the advice of the DSB Chairman. The DSB Chairman and Vice Chairman will be appointed for two-year terms and may be reappointed for additional terms.

1. The members of the Board will be selected on the basis of their preeminence in the fields of science, technology and its application in military operations, research, engineering, manufacturing, and acquisition process, as necessary to cover the interests of the respective offices of the Department of Defense. Board membership may include officials of other agencies or departments of the government with the expertise desired by the Under Secretary of Defense (Acquisition, Technology and Logistics). Members may be appointed for terms ranging from one to four years. Such appointments will normally be staggered among the Board membership to ensure an orderly turnover in the Board's overall composition on a periodic basis. Members may not serve for more than four years unless an extension is approved by the

Under Secretary of Defense (Acquisition, Technology and Logistics). Appointments expire on December 31 of the appropriate year.

2. The Chairpersons of each of the following public advisory bodies to the Department of Defense are designated as Members Ex Officio:

- a. Army Science Board
- b. Naval Research Advisory Committee
- c. Air Force Scientific Advisory Board
- d. Defense Policy Board
- e. Defense Intelligence Advisory Board
- f. Defense Business Board
- g. Intelligence Science Board

3. Ad hoc consultants, referred to as Consultants to the Board, may be approved by the Under Secretary Of Defense (Acquisition, Technology and Logistics) for their special expertise to support Task Forces of the Board on a temporary basis, on specific subjects as requested. Consultants to the Board will normally serve for the duration of the Task Force for which they have been designated.

#### IV. PERIOD OF TIME NECESSARY

The need for this advisory function is on a continuing basis. However, it is subject to renewal every two years.

#### V. AGENCY OR OFFICIAL TO WHOM COMMITTEE REPORTS

The Defense Science Board reports to the Secretary of Defense through the Under Secretary of Defense (Acquisition, Technology and Logistics).

#### VI. AGENCY PROVIDING SUPPORT

The Under Secretary of Defense (Acquisition, Technology and Logistics) shall provide an Executive Director and the necessary support staff to manage the day-to-day operations of the Board and its ad hoc Task Forces. The Executive Director shall serve as the "Designated Federal Officer" when the entire DSB meets. The Executive Director shall be responsible to the Under Secretary of Defense (Acquisition, Technology and Logistics) for the proper functioning of the Board in accordance with Public Law 92-463, as amended, Executive Order 12024, and implementing General Services Administration and DoD regulations for Federal Advisory Committees. The Executive Director shall have specific authority to adjourn any meeting of the Board or its Task Forces, which is not considered to be in the public interest. The Task Force Executive Secretary (paragraph VII.C) serves as the "Designated Federal Officer" for Task Force meetings of the Board.

#### VII. DESCRIPTION OF DUTIES

A. The mission of the Board is to advise, in response to taskings, the Secretary of Defense, the Deputy Secretary of Defense, the Under Secretary of Defense for Acquisition, Technology and Logistics, and the Chairman of the Joint Chiefs of Staff on matters relating to science, technology, research, engineering, manufacturing, acquisition process, and other matters that are of special interest to the Department of Defense. The Board shall be concerned with the pressing and complex technology problems facing the Department of Defense in such areas as research, engineering, and manufacturing, and will ensure the identification of new technologies and new applications of technology in those areas to strengthen national security.

B. The Board is not established to advise on individual procurements. No matter shall be assigned to the Board for its consideration that would require any Member of the Board to participate personally and substantially in the conduct of any specific procurement or place him or her in the position of acting as a "procurement officials," as that term is defined pursuant to law.

C. The procedures for developing the advice and findings of the Board shall be as flexible as is consistent with its defined purpose. The Board will work through the DSB Chairman with tasking from the Under Secretary of Defense (Acquisition, Technology and Logistics) by establishing temporary, ad hoc Task Forces to review and advise on issues that arise. Task Forces will normally be established for a specific length of time, subject to extension, when necessary to complete their assigned tasks. Each Task Force shall normally have an Office of the Secretary of Defense (OSD) Assistant Secretary-level, or higher, sponsor. The OSD sponsor shall support all requirements of the Task Force including providing a highly qualified Executive Secretary to serve as the "Designated Federal Officer" for the operation of the Task Force. The Services, the Joint Chiefs of Staff, the Defense Agencies, and the OSD staff shall support the conduct of Board studies. The DSB Secretariat and/or sponsoring office may employ, through an activity of the Department of Defense (DoD) with contracting authority, support contractors, including DoD Federally Funded Research and Development Centers for studies and analysis support. Upon completion of each study, the Task Force shall present its findings and recommendations to the Board Chairman and/or his designees for approval. Upon approval of the Chairman, the report will be forwarded to the Under Secretary of Defense (Acquisition, Technology and Logistics). As appropriate, the Under Secretary of Defense (Acquisition, Technology and Logistics) will forward the final Task Force Report to the Secretary and/or Deputy Secretary and to other cognizant officials in the Department for review, comment, and appropriate action.

## VIII. ESTIMATED ANNUAL OPERATING COSTS

The estimated annual operating cost of the Defense Science Board is predicated on the number of Task Forces established during a calendar year and may fluctuate annually. The average is approximately \$2M, which includes six-person years of full-time staff support.

IX. ESTIMATED NUMBER AND FREQUENCY OF MEETINGS

The Defense Science Board shall meet regularly four times each year (winter, spring, and fall Quarterly Meetings, and the annual two week summer study session) and at such other times as may be called by the "Designated Federal Officer." The Board's ad hoc Task Forces shall establish regular meeting schedules as necessary to complete their directed Terms of Reference tasking.

X. COMMITTEE'S TERMINATION DATE

The Defense Science Board shall terminate two years from the date the charter is filed or when its mission is completed, whichever is sooner or unless the Board is renewed by the Secretary of Defense.

XI. DATE CHARTER IS FILED: February 28, 2004